

PUBLIC FACILITIES MANAGEMENT PROJECT INITIATION FORM											
PROJECT Front Office-Lobby Renovation						TOTAL BUDGETED PROJECT COST \$193,000					
REQUESTING AGENCY AMC			PROJECT LOCATION ANSH		AGENCY CONTACT Lisa Wahoff			EXPENSE TYPE Maintenance		CRITERIA Q	
PROJECT MANAGER TBD			PROJECT NUMBER PET0704		PROGRAM In-house			FUNDING NO. GF		FUND NO. 1000	
PURPOSE AND JUSTIFICATION Front lobby is not conducive to customer service and privacy. Front office does not promote productivity e.g. four people sharing 30 S.F space, no privacy for consultations with clients or on phone. No place to store supplies. Second priority after carpet/tile replacement						OPERATING BUDGET IMPACT (YEARLY) FTE REQUIRED: BARGAINING: 0 NON-BARGAINING: 0 OPERATING BUDGET ADJUSTMENTS: SERVICES & CHARGES: \$ - MATERIALS & SUPPLIES: \$ - OPERATING CAPITAL: \$ - CAPITAL EQUIPMENT: \$ - <div style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"> TOTAL: \$ - </div>					
ADVERSE IMPACT People and dogs adversely impacted due to lack of privacy, infection control. Dogs can become ill						LIFE CYCLE INFORMATION					
COMMENTS Improve customer and employee satisfaction, increase privacy.											
LINE NO.	ITEM	UNIT OF MEASURE	QUANTITY	MATERIAL COST		LABOR COSTS			OTHER DIRECT COSTS	LINE TOTAL	
				UNIT COST	TOTAL	MANHRS MANDAYS	AVERAGE RATE	TOTAL			
1	front office/lobby	sf	1609	\$80	\$ 128,720			\$ -		\$ 128,720	
2					\$ -			\$ -		\$ -	
3					\$ -			\$ -		\$ -	
4					\$ -			\$ -		\$ -	
5					\$ -			\$ -		\$ -	
6					\$ -			\$ -		\$ -	
7					\$ -			\$ -		\$ -	
8					\$ -			\$ -		\$ -	
9					\$ -			\$ -		\$ -	
10					\$ -			\$ -		\$ -	
11					\$ -			\$ -		\$ -	
12					\$ -			\$ -		\$ -	
13					\$ -			\$ -		\$ -	
14					\$ -			\$ -		\$ -	
15					\$ -			\$ -		\$ -	
16					\$ -			\$ -		\$ -	
17					\$ -			\$ -		\$ -	
18					\$ -			\$ -		\$ -	
19					\$ -			\$ -		\$ -	
TOTALS					\$ 128,720				\$ -	\$ -	\$ 128,720

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<table style="width: 100%;"> <tr> <td style="width: 40%;">TOTAL MATERIAL COSTS</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 50%; text-align: right;">128,720</td> </tr> <tr> <td>TOTAL LABOR COSTS</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>TOTAL OTHER DIRECT COSTS</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td style="padding-left: 20px;">TOTAL DIRECT COSTS</td> <td style="text-align: right; border-top: 1px solid black;">\$</td> <td style="text-align: right; border-top: 1px solid black;">128,720</td> </tr> <tr> <td>OVERHEAD</td> <td style="text-align: right;"> <div style="border: 1px solid black; padding: 2px; color: blue;">8.0%</div> </td> <td style="text-align: right;">\$ 10,298</td> </tr> <tr> <td style="padding-left: 20px;">SUBTOTAL</td> <td style="text-align: right; border-top: 1px solid black;">\$</td> <td style="text-align: right; border-top: 1px solid black;">139,018</td> </tr> <tr> <td>PROFIT</td> <td style="text-align: right;"> <div style="border: 1px solid black; 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OTHER INFORMATION (OPTIONAL)